



Nurturing Children, Supporting Communities, Strengthening Families

CHILDREN'S TRUST FUND BOARD MEETING

Tuesday, June 2, 2015

2401 Colonial Drive, Helena, MT 59601

Wilderness Conference Room, 2nd Floor

Our purpose

The Children's Trust Fund exists to change outcomes in all children ages zero to 18 to ensure the protective factors are in place.

Our Vision

Our Montana children, ages birth to 18 years:

- ~ Are born into and raised in safe, stable, nurturing environments; and
- ~ Have parents who have confidence in their parenting skills, and who know where to go for help.

Our Montana communities:

- ~ Provide the training for parenting skills that people need and want;
- ~ Have resource directories in place so families can access and apply for services in streamlined ways;
- ~ Acknowledge the best practice parenting approaches and specifically know about and value the protective factors;
- ~ Consider raising children a priority community and collective responsibility; and
- ~ Learn from each other about the most effective approaches for parenting.

- 8:30** Introductions, agenda, review minutes - *JoAnn*
- 8:40** Fiscal Report/Budget – *Mae/Jamey*
- 8:45** Renewal Application Evaluations
 - 12:00 Lunch Break
- 4:15** Discuss items brought up at April meeting
 - AECEA/Early Childhood Spending
 - Board members conducting site visits
 - Short grantee presentation for next board meeting
- 5:00** Public Comment & Adjourn

<http://www.mapquest.com/maps?address=2401%20Colonial%20Dr&city=Helena&state=MT&zipcode=59601>

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JUNE 2ND, 2015 MT CTF BOARD MEETING MINUTES

Transcribed by Melissa Lavinder

Below is the sign-in sheet for the June 2nd, 2015 Board Meeting.

Sign-In

Jamey Petersen
Ann Gilkey
Leslie Caye
Jo Ann Eder
Kristina Davis
Vicki Turner

Casey Molloy provided scoring sheets for each of the grant renewal applications along with a letter to the board (attached). Clementine Lindley attended via telephone from 11:00 AM to 8:15 PM. Kristina Davis arrived at approximately 9:00 AM and participated until 8:15 PM. Vicki Turner attended intermittently and when requested from 8:30 AM to 5:00 PM. All other attendees (Jamey Petersen, Melissa Lavinder, Ann Gilkey, Leslie Caye, and Jo Ann Eder) were present from 8:30 AM to 8:15 PM.

Actual Timeline of the Board Meeting (proposed agenda on the previous page):

- 8:30** Breakfast, coffee, discuss how to proceed with the Board Meeting
- 8:45** Renewal Application Evaluations (final score sheets attached)
- 10:00** Late Application Motion, Discussion, & Vote
- 11:30** Lunch
- 12:00** Renewal Application Evaluations continued (final score sheets attached)
- 5:00** Community-based child abuse & neglect prevention programs Funding Decision
- 5:30** Healthy Mothers Healthy Babies- MT, PURPLE- MT renewal application evaluation (final score sheets attached)
- 8:00** Discussion on Healthy Mothers Healthy Babies-MT, PURPLE-MT, and options moving forward

Discussion on how to proceed with scoring renewal applications

1. Funding strategy considerations.
 - a. Some grantees might be able to raise money.
 - b. Some grantees might not be able to continue at a lesser amount.
2. Section scoring guidelines
 - a. Application Information – If it is completed correctly, all 5s.
 - b. Financial Statement – 9 if math checks out, 10 if math checks and if the tables are complete and correct.
 - c. Other information – 4 if they include stories, 5 if they include pictures, etc.
3. Go in order of packet but leave Healthy Mothers Healthy Babies for last.

Notes for next year's renewal

1. Add previous year's funding and number of years funded for the program to application information.
2. Clear up the Financial Statement.
3. Numbers charts → \$value/kid/month/year
 - a. Projected numbers should improve on numbers from the previous year.
 - b. Give space to allow for a brief narrative (100 words) to justify projected numbers.
4. Use community needs assessment in Part 2, Question 2.a.
5. Define rationale for the offeror. Be clear about what Part 2, Question 2.f. asks.
6. Budget Line Item J: Take out the words "if any".
7. Deadlines for electronic copies and hard copies
 - a. Change "should" to "must"
 - b. Take out 5:00 PM deadline.
 - c. Add "WILL NOT BE CONSIDERED if received after 11:59 PM"

Motion: Leslie Caye moved to "not accept those 5 applications due to failure to meet criteria of receiving application in a timely manner" (referring to Dawson County Health Department, Forever Families, Sunburst Community Service Foundation, and Women's Opportunity and Resource Development, Inc., Healthy Mothers Healthy Babies).

Motion seconded by Clementine Lindley.

Discussion:

Hard copies: "should" is not clear. There is a date, so it should stand. In the future, use "must" instead of should".

Electronic copies: take out the 5 PM deadline and replace with "will not be considered if received after 11:59 PM"

Times and dates are hard, we can't be lax.

It is the Executive Director's job to make sure the program is sustainable.

MT CTF's job is to get money to appropriate programs in Montana.

We have limited resources that should go to programs that take the responsibility to submit on time.

Leslie understands the difficulty of getting applications in on time when you have to go through someone else to submit it completely, but the organizations should have double checked instead of relying on that one person. Jo Ann agrees.

Kristina asked to involve Vicki Turner, Director of the Prevention Resource Center, in the conversation because this decision could have huge ramifications on the Department of Health and Human Services, as well as the organizations and families in the areas they serve.

Ann asked about a reapplication opportunity.

Leslie said the deadline was clear, and they did not meet the requirement.

Vicki said the criteria were set clearly. If you make an exception for 1, you make an exception for all. Hard copy is secondary, electronic copy is primary – we are in an electronic age (Dawson County Health Department's hard copy came the next day event though it was electronically late). You have really good relationships with your contractors, but how far do you bend that line for them? Can you take any leftover money and consider awarding it to these programs?

Ann said that if the late applications are funded over the ones that were on time, our decision might be hard to justify if challenged.

Vicki said set the bar, you have a finite amount of money. See what happens and let them reapply for leftover money. The Department will support the MT CTF in its decision.

DRAFT

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DRAFT

Leslie is of the opinion that they be allowed to be scored. People are going to lose their jobs and families are not going to be served due to this decision. We have to do our due diligence. This is our integrity to follow our rules.

Ann said 1/3 of applicants didn't meet this requirement, and our mission is to fund them. Make it clear that we won't be lenient with the deadline again.

Vicki said deduct a certain number of points for being late and see where they fall. Leslie said that we don't want to be making up the rules as we go.

Clementine said we should do our business as usual. If there is money left over, we can talk about it.

Vicki pointed out that Jamey and Melissa are both part time. Late applications are a prediction of how reports and bills will be for the entire grant cycle. This becomes a time management issue. If you give an inch, they will take a mile.

Vote:

Clementine Lindley: in favor

Jo Ann Eder: in favor

Kristina Davis: opposed

Leslie Caye: opposed

Ann Gilkey: opposed

Motion failed. The 5 late applications were scored.

Motion: Award the \$100,000 of State Special Funds to the 11 grantees that scored the highest as follows:

Family Support Network	\$12,500
Developmental Educational Assistance Program	\$10,000
Women's Resource & Community Support Center	\$10,000
Thrive	\$10,000
Forever Families	\$10,000
Community Health Partners	\$10,000
Alliance For Youth	\$7,500
The Parenting Place	\$7,500
Lewis & Clark Public Health	\$7,500
Sunburst Community Service Foundation	\$7,500
Dawson County Health Department	\$7,500

Motion seconded by Leslie Caye.

Discussion:

We will need budget modifications and confirmation that they accept the terms and funds by June 15, 2015. Programs that will **not be funded** from **State Special Funds** are: **District II** and **WORD**.

Vote: Unanimously in favor.

Motion passes. Funds were awarded as in the chart above.

HMHB Grant was scored. Unanimous decision made to not award \$110,000 of **State General Funds** to Healthy Mothers Healthy Babies.

Vote: Unanimously in favor.

Consensus Scoring Matrices with comments from CTF board are available upon request.

No Public Comment.